

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120128-3

DDS/OL/SD 70

PREPARE IN DUPLICATE

XXXXXXX

1. TITLE OF REPORT (if a fill-in report include Form No.)

Property On-Loan From Others

2. TYPE
OF
REPORT☒ STATISTICAL☐ NARRATIVE☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

TRAINING

☒ LOGISTICS

SECURITY

MEDICAL

FINANCE

ADMIN. GENERAL

OTHER (specify)

4. NO. OF COPIES PREPARED

1

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not
number of copies)

1

7. FORMAT (memorandum, form
computer print-out, etc)

Computer Print-Out

8. ADP PROCESSING

☒ YES

IF YES GIVE ADP PROCESSING NO.

☐ NO

203

9. DIRECTIVE AUTHORITY REQUIRING REPORT

HR

STAT

10. PREPARING COMPONENT (include lowest level
contributing information to report)

OCS, OL/SD/FSB

11. FEEDER REPORTS (State total number and identify by Title,
Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
GS-13	8.06	.5		4.03	12		48.36

B. COSTS OF COMPUTER PRODUCED REPORTS

				.75	12		9.00
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TOTAL COSTS PER YEAR

57.36

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN,
INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

A consolidated record of other Agency Assets on loan to CIA. Required for periodic follow-up to ensure that the property is controlled and returned to its owner at the expiration of the loan period.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

☒

RETAIN AS IS

☐

OTHER (explain)

☐

CHANGE

☐

DISCONTINUE

ESTIMATED SAVINGS

MAN-HOURS

DOLLARS

STAT

16. DATE OF INVENTORY

25 Sept 70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

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FORM
9-70

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(22-36-43)